

January 14, 2020



**Tullahoma Municipal Airport Authority**

807 William Northern Boulevard  
P.O. Box 1581  
Tullahoma, TN 37388

**Meeting Attendance  
January 14, 2020**

**Members Present**

<input checked="" type="checkbox"/>	Paul Sirks, Chairman
<input type="checkbox"/>	Karla Smith, Vice Chairman
<input checked="" type="checkbox"/>	Jennifer Benetti-Longhini, Secretary
<input checked="" type="checkbox"/>	Dr. Don Daniel, Treasurer
<input checked="" type="checkbox"/>	Mike Rutherford, Assistant Treasurer
<input checked="" type="checkbox"/>	Dr. Jim George, Assistant Secretary
<input checked="" type="checkbox"/>	Jason Waller

**Other Persons Present**

<input checked="" type="checkbox"/>	Jon Glass, Airport Manager
<input checked="" type="checkbox"/>	Alderman Ray Knowis
<input type="checkbox"/>	Tullahoma News

**Regular Meeting Minutes**

**Visitors:** Eric Bjorn, Scott Dowdy and Daniel Wunderlich (paragliders).

**Note:** Where motions are noted as being approved, they were unanimously approved by all Board members present unless otherwise noted.

- 1. Meeting called to order at 5:00 pm.**
- 2. Minutes for the December 10, 2019 meeting were reviewed and approved** with two changes.
- 3. Public comments** – No comments.
- 4. Treasurer's report** – Dr. Daniel reviewed his budget presentation with Board members. He discussed the expenses and revenues for the month of December 2019.

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**5. Jon Glass presented the Airport Manager report:**

***CURRENT PROJECTS***

**Courtesy Car** – We have an opportunity to get a 2011 Dodge Nitro from the Police Department for \$2,500 that is being surplused. The car has 65,000 miles and new tires were installed at 58,000 miles. We received \$1,400 from vehicles surplused earlier this year to help offset cost. A motion was made and approved to purchase the vehicle from the Police Department for \$2,500 plus the cost to remove Police equipment from the vehicle.

**TN Airports Conference** – The Conference will be held March 16 to 18 at the Embassy Suites in Murfreesboro. Please let me know by 2/24/20 if you plan on attending.

**Taxiway A and South Ramp Drainage** – The Engineer grant has been approved and was returned on 12/6/18. The scoping meeting was held on 1/16/19 and the work authorization should be ready for our approval on 2/12/19. Survey work is scheduled to be completed the week of 3/11/19. The following schedule will apply to this project and the pavement maintenance project. Engineer work completed July 3, bid advertisement July 7, bid opening and award July 30, construction begins August 12 and ends September 7. The design work is scheduled to be completed 6/21/19. The pre-bid meeting was on 9/10/19 and bid results will be available for the 9/17/19 Board meeting. Curl Construction is about 95% complete with the work. We expanded the scope of work and cost on the south ramp but it will still be under the grant amount. Curl has also worked with 2 hangar owners to improve drainage around their hangars. The ramp area and taxiway should drain much better after work is completed. Work is complete on the ramp and Taxiway A. Curl Construction has not submitted any bills yet. **A \$82,120.00 bill has been submitted to Blackcat for the Contractor. A motion was made and approved to pay Curl Construction \$82,120.00 for work completed.**

**Pavement Maintenance Project** – This has been submitted to Blackcat as a project request. It has been recommended for approval by TAD. The project consists of Taxiway D remarking, Taxiway F sealcoat and crack repair, Harton Hangar Plaza sealcoat and crack repair along with Terminal building auto parking lot seal coat and crack repair on the maintenance contract. Dr. Daniel and Jeremy Bell will sign the grant as soon as it is available. The 90% design meeting is scheduled for the week of June 17<sup>th</sup>. Bids were opened on 8/7/19 with the following results:

American Stripers, LLC. - \$45,344.64  
Remac, Inc. - \$73,663.50  
Barton Construction \$93,807.00

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**The final payment of \$45,344.64 to American Stripers has been submitted to the Aeronautics Division for payment.**

**Airport CIP List**

**These are the projects that have been ranked by the Board for priority over the next 4 years:**

1. ALP Update and AGIS Survey (\$300,000).
2. Runway 18/36 concrete repair (\$400,000).
3. North Taxiway Overlay (\$275,000).
4. Runway 6/24 crack repair and seal coat (\$375,000).

Jon Glass attended the annual CIP meeting at Smyrna Airport on 10/17/19. The runway 18/36 concrete repair will not be funded by TAD and should be done on USDA loan if approved. The runway 6/24 crack repair and seal coat will most likely be completed by TAD at no cost to the Airport next year. The following items should be included:

1. **New Airfield Electrical vault or VOR building (\$150,000).**
2. **Drainage repairs – Undetermined (\$125,000).**
3. **Ramp/Taxiway Concrete Repair (\$500,000).**

**The updated CIP list has been submitted to the Aeronautics Division.**

**Maintenance Contract** – We get reimbursed 50% on this grant up to \$39,600 each year or a \$19,800 reimbursement. The FY 19 contract will be returned to TAD for execution this week. Reimbursements in the amount of \$19,458.73 have been submitted to Blackcat. We have received the final reimbursement of \$3,418.78 for FY19. The terminal building parking lot seal coat work was completed under the pavement maintenance project saving us about \$8,500 on the maintenance contract grant. **Invoices and canceled checks will be submitted the week of 1/13/20.**

**FUEL SALES**

Fuel sales for the month of December 2019 were 13,511.91 gallons. This is a 844.56 gallon decrease in the 14,356.47 gallons sold in December of 2018. All outstanding fuel invoices have been reimbursed to the City except for the AVGAS and Jet fuel still in the tank.

**We passed our all-time fuel sales record of 234,691.04 from 2018 by 20,854.3 gallons.**

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**Fuel Sales 1/1/19 to 12/31/19 = 255,545.34**

Fuel Sales 1/1/18 to 12/31/18 = 234,691.04

<b>December 2019</b>	<b>AVGAS</b>	<b>AVGAS SS</b>	<b>Total</b>
<b>Gallons</b>	2,705.08	1,681.83	<b>4,386.91</b>
<b>Flow Fee</b>	\$270.50	\$168.18	<b>\$438.68</b>
<b>Pump Fee</b>	\$1,352.54	\$420.45	<b>\$1,772.99</b>

<b>December 2019</b>	<b>Jet Full Price</b>	<b>Jet Discount</b>	<b>Total</b>
<b>Gallons</b>	401	8,724	<b>9,125</b>
<b>Flow Fee</b>	\$40.10	\$872.40	<b>\$912.50</b>
<b>Truck Fee</b>	\$40.10	\$872.40	<b>\$912.50</b>
<b>Pump Fee</b>	\$401.00	\$5,785.40	<b>\$6,186.40</b>

Total AVGAS & Jet Gallons = 13,511.91

Total Flow Fee = \$1,351.18

Total Jet Truck Fee = \$912.50

Total Pump Fee = \$7,959.39

Total Part-Time Employment Cost = \$3,718.75

**Jet Truck Fee Minus Rental = +\$62.50**

**Pump Fee Minus Employment Cost = +\$4,240.64**

#### **FUEL PRICES**

<b>1/7/19</b>	Tullahoma	Shelbyville	Winchester	McMinnville	Maury County	Murfreesboro
AVGAS SS	<b>\$4.15</b>	\$4.30	\$4.03		\$4.38	\$4.48
AVGAS FS	<b>\$4.40</b>	\$4.50	\$4.03	\$3.71	\$4.59	\$4.68
Jet	<b>\$4.05</b>	\$3.95	\$4.06	\$3.97	\$4.05	\$3.75

Airports within 50 miles of Tullahoma

Average AVGAS price - \$4.81 Average Jet price - \$4.39

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**AIRPORT FUEL SALES**

<b>DATE</b>	<b>FUEL SOLD (gallons)</b>
<b>December 2019</b>	<b>13,511.91</b>
<b>December 2018</b>	14,356.47
<b>December 2017</b>	12,095.04
<b>December 2016</b>	12,371.44
<b>December 2015</b>	11,981.24
<b>December 2014</b>	9,302.91
<b>December 2013</b>	6,948.67
<b>December 2012</b>	7,009.64
<b>December 2011</b>	8,934.09

**ANNUAL FUEL SALES (Gallons)**

<b>2019</b>	<b>255,545.34</b>
<b>2018</b>	<b>234,691.04</b>
<b>2017</b>	<b>192,043.95</b>
<b>2016</b>	<b>219,458.44</b>
<b>2015</b>	<b>206,683.02</b>
<b>2014</b>	<b>179,611.14</b>
<b>2013</b>	<b>118,597.24</b>
<b>2012</b>	<b>146,293.66</b>
<b>2011 * TAA took over fuel sales on 5/11/11</b>	<b>117,223.75</b>
<b>2010</b>	<b>97,983.8</b>
<b>2009</b>	<b>94,408.7</b>
<b>2008</b>	<b>113,262.8</b>
<b>2007</b>	<b>107,196.8</b>

**MAINTENANCE/NAVAID PROBLEMS**

**Fuel Tanks** – No problems or outages for December 2019.

**VOR** – FAA has sent out notices regarding the decommissioning of the VOR.

**AWOS** – No problems or outages for December 2019.

**Veeder Root Fuel System** – No problems or outages for December 2019.

**RUNWAY AND TAXIWAY LIGHTS** – Taxiway A lights have been repaired from the drainage project.

**REILS AND PAPI** – Runway 6 PAPI's out for 10 days due to lightning strike.

**HANGAR RENT/INSURANCE**

**OVERDUE RENT** – None.

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**EXPIRED INSURANCE CERTIFICATE** – None

**OTHER** – Nothing

***AIRPORT MARKETING/PRESENTATIONS*** – None.

**6. Old Business:**

**A. AOPA Fly-In** – A motion was made and approved to pay \$2,473.35 to the Coffee County Board of Education for School buses during the 2019 AOPA Fly-In.

**B. Paragliders** – Board members discussed several perceived incidents with paragliders as reported by residents of the residential Airpark from the 12/10/19 Board meeting. Eric Bjorn reported that he would create a Standard Operating Procedure (SOP) for paragliders operating at the Airport. Chairman Sirks reported that paragliders had a right to operate in our airspace and wanted them to operate safely. Jennifer Benetti-Longhini asked the paragliders to communicate and work together with other Airport tenants on how they operate at the Airport. A paraglider or ultra-light symbol will be added to the Airport Facility Directory.

**7. New Business:**

**A. Harton Family Partners/WWII Hangar** – The work session for this agenda item has been rescheduled for 2/11/20 at 4:30 pm prior to the February Board meeting.

**B. Other New Business** – Jon Glass reported that the Aeronautics Division Economic Development Fund awarded a \$450,000 grant of the \$900,000 requested for a hangar project for XP Services.

**8. Aldermen Knowis Comments** – Alderman Knowis reported that a Tallahoma Fireman was recognized as the tallest Firefighter in the world by the Guinness Book of World Records. Measurements of the Fireman were completed at the BOMA meeting on 1/13/20.

**9. Meeting was adjourned at 6:06 pm.**

Submitted on 1/23/2020

<Original Signed>

Jon Glass  
TAA, Airport Manager

**Minutes approved during the \_\_\_\_\_ meeting**

Tallahoma Municipal Airport Authority Meeting Minutes

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